

Highland Regional High School



2023 GRADUATION

www.bhprsd.org/highland





PLEASE KEEP THE ATTACHED MATERIAL FOR FUTURE REFERENCE

To Members of the CLASS OF 2023 and Parents and Guardians:

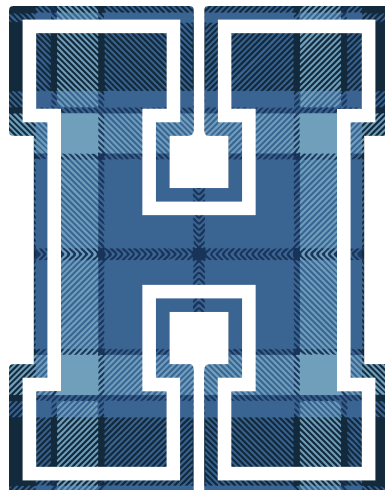
Congratulations on your upcoming graduation! As your senior year comes to an end, you are about to achieve the goal you set for yourself when you first entered Highland Regional High School. This is a very exciting time, and your graduation is an event you will remember for the rest of your life. **Graduation will be on June 15th at 6:00 pm**; in case of inclement weather, graduation will be in the Auditorium.

Highland's administration, faculty, and staff want your graduation to be as perfect as possible. In order to accomplish this, we must all work together. These instructions will inform you, your parents, family, and friends of all the procedures necessary to make your graduation ceremony a memorable occasion. Please remember that it is **mandatory** to abide by all of the guidelines in this packet.

Once again, congratulations and best wishes for your future success.

**PLEASE BE SURE TO REVIEW THIS PACKET TOGETHER, AS IT
CONTAINS VALUABLE INFORMATION FOR STUDENTS AND
PARENTS/GUARDIANS.**

**RECEIPT OF THIS PACKET DOES NOT GUARANTEE GRADUATION.
FINAL PASSING GRADES, CREDITS, DISCIPLINE, and ATTENDANCE
REQUIREMENTS MUST BE MET TO ENSURE GRADUATION.**



GENERAL INFORMATION

OBLIGATIONS:

All charges, including payments for caps and gowns, lost books, uniforms, damaged or lost equipment, and money owed to the senior class or outstanding debts of any kind, must be settled and paid in full by the end of the day on **Wednesday, May 31st**. Every senior is personally responsible for taking care of these matters; do not wait for official reminders. If you are in doubt about any debt, be sure you check with Mrs. Wolf (dwolf@bhprsd.org). Failure to meet the deadline may mean you cannot participate in the commencement exercises. **Your cap/gown and tickets will not be distributed until all fines have been paid.**

If you have any questions or concerns, please contact Mr. Beaver at dbeaver@bhprsd.org or Mrs. Wolf at 856-227-4100 ext 4058.

CHROMEBOOKS

We will be collecting Chromebooks on Friday, June 9th, 2023. Fines will be assessed for damage/broker and missing Chromebooks and chargers.

COLLECTION OF MATERIALS and DISTRIBUTION OF CAPS AND GOWNS

All Highland property must be returned, and fines must be paid before caps and gowns will be distributed. Caps and gowns will be distributed on Tuesday, June 13th, and Wednesday, June 14th, after all fines have been paid. Students will receive **Eight (8) tickets** to graduation (6 blue tickets and 2 special tickets). In case of inclement weather causing the ceremony to be moved indoors, the two special tickets will be used for the auditorium. The six blue tickets will be used for LMC, Cafeteria, and G-Hallway Classrooms, where the graduation will be live-streamed. Also, the link to the ceremony will be posted on the Highland Website.

COMMENCEMENT REHEARSAL:

Naturally, all seniors are anxious to have as nearly perfect a commencement as possible. This final exercise creates a lasting impression on the participants and the audience. **It is necessary, therefore, for each graduate to attend the rehearsals. Please be prompt.** Seniors **may not** leave school grounds until dismissed for the day.

SCHOOL ATTENDANCE AND REHEARSAL SCHEDULE:

During the school day, practice will be held on Tuesday, June 13th, Wednesday, June 14th, and Thursday, June 15th. All students will report directly to the Auditorium. **No excuses for being late.**

- Seniors **must attend** practice all three days.
- No late arrivals **OR** early dismissals on any of the above dates.
- No one will be excused for work or any other reason until released by Administration.
- Seniors must attend school until and including June 15th.
- Seniors who ride the bus can arrive on each day of practice on the bus.
- Seniors will be dismissed after practice each day. Dismissal may extend beyond 11:45 am if additional graduation practice is needed. It is also possible that graduates may finish before 11:45 am. Transportation will NOT be provided if dismissed earlier than 11:45 am or after 11:45 am. The only bus provided is at 11:45 am on June 13th, 14th, and 15th.

CONDUCT DURING REHEARSALS:

The same high standards of conduct will be observed during rehearsals as would be observed at other times during school attendance. The following will serve as a reminder:

- Listen quietly and carefully to all directions.
- The same dress regulations will be in effect as for regular class attendance.
- No one may be excused during rehearsals.
- GUM CHEWING during either the rehearsal or the ceremony is not permitted.
- All electronic devices, including but not limited to cell phones, must be turned off and out of sight during rehearsal and graduation ceremony. Use of these items will cause them to be removed and returned after practice.

All disciplinary rules and regulations are in effect through graduation. Violating the disciplinary code may result in forfeiting the privilege of participating in commencement exercises.

SCHOOL ATTENDANCE AND ACADEMICS:

- **Seniors must complete all academic requirements before June 5th.**
- **All grades for seniors will be posted on June 8th.**
- **No additional assignments will be posted after June 8th for seniors.**

DISTRIBUTION OF CAPS AND GOWNS:

Caps, gowns, tassels, and honor cords will be distributed on **Tuesday, June 13th**, in individually wrapped bags on which the student's name appears. These are yours to keep, and you will be told when to wear your cap during rehearsal. Tickets will be distributed in an envelope on June 15th at the end of practice. Please be careful not to misplace your cords or tickets - **no replacements are available**. **Only school-issued academic regalia may be worn.**

- All caps and gowns must be paid in full, and all fines must be paid before **Wednesday, May 31st**.
- Students will receive caps and gowns once all graduation requirements are met, including payment of fines.

WEARING OF CAPS & GOWNS

GOWNS

- Please remove caps and gowns from plastic bags. They will be wrinkled, so it is recommended to run an iron on a low setting or hang it up.

INSTRUCTIONS FOR WEARING CAPS:

- Caps should be placed on the head with the deep part of the cap to the back.
- The front peak of the cap should be halfway down on the forehead.
- Caps should be worn straight, not tipped, and not on the back of the head, showing the hairline.
- The tassel is always worn draped over the **right corner** until after the diploma has been granted.
- **No messages, signs, or other items may be added to the cap.**
- Boys will keep their caps on their heads through all academic exercises except during the National Anthem.
- If hats are tossed in celebration **after the commencement ceremony**, remember to remove the tassel - there are no replacements.

***Members of the National Honor Society will wear special stoles. These stoles will be obtained from Mrs. McCracken on graduation night in the LMC and returned directly to her after the ceremony (unless the student purchased the stole).**

ATTIRE UNDER GOWNS:

- **Recommended LIGHT-COLORED CLOTHING**
 - Blouse or dress shirt with skirt - MUST be the appropriate length, *no midriff exposed*.
 - Dress - MUST be appropriate in length, with no midriff exposed
 - Dress pants with a collared button-down dress shirt & tie (No polos or T-shirts)
 - Low-heeled or flat shoes - walking in the grass causes heeled shoes to sink into the dirt and grass and may cause you to trip and fall.
 - Jeans, shorts, sneakers, flip-flops, vans, and work boots are prohibited.

**THE DRESS CODE WILL BE STRICTLY ENFORCED.
ANY VIOLATION WILL JEOPARDIZE PARTICIPATION
IN THE GRADUATION CEREMONY**

If you need assistance obtaining clothing or shoes for graduation, please contact Mrs. Simon (ksimon@bhprsd.org) or 856-227-4100 Ext. 4014 by May 31, 2023.

DIPLOMA DISTRIBUTION:

Immediately following the commencement exercises, each senior must report back to the teacher in the graduation classroom to which they have been assigned. Diplomas and school medical records will be issued at that time. Final grades are available through the Genesis parent portal on June 23rd. Students who have chosen not to participate in graduation can pick up their diploma on Monday, June 19th, at the main office.

YEARBOOK DISTRIBUTION:

The tentative date for yearbook distribution is Friday, June 9th. Students can pick up yearbooks in the cafeteria at that time. A limited number of yearbooks may be purchased on June 9th for **\$90 cash only**.

PARENTS/GUARDIANS/GUESTS

Commencement exercises will be held on Thursday, June 15th, at 6:00 pm. All guests should be **seated by 5:45 pm**. Latecomers will not be admitted during the procession nor while a speech is in progress. **Gates to the stadium will open at 5:00 pm. NO PETS ALLOWED AND NO LAWN CHAIRS.**

This is a formal event, and guests should be dressed appropriately. Guests should refrain from wearing cut-off, ripped, or tattered clothing, tank tops, or other casual attire.

Handicapped seating is available by reservation only and will be counted as one of the tickets. Please go to the Highland website www.bhprsd.org/highland, under 2023 Graduation to reserve seating by June 1st.

In the event of inclement weather, the ceremony will be held in the Auditorium on Thursday, June 15th. We ask for your cooperation in keeping this a joyous and solemn event. In order for the students to process in and recess out respectfully, all guests should remain in their seats at all times.

*** In the case of inclement weather, please use the following entrance into the building.**

Special tickets will be admitted to the Auditorium via the main lobby doors, A-3 (Erial Road) at 5:15 PM.

Blue Ticket Holders: Enter through door B-3 (Doors by VP Office on Blackwood-Clementon Road) for admittance into the Cafeteria, LMC, or G-Corridor Classroom to watch the ceremony via television.

FLOWERS AND GIFTS FOR COMMENCEMENT:

- All flowers and gifts for individuals are to be sent to their home address, not to the school.
- Students cannot carry (or wear) flowers, balloons, or other gifts in the ceremony and cannot be brought into the building.
- Guests are not permitted to bring balloons, fat heads, or other gifts into the school or the football field area including bleachers.
- **Balloons and tripods will not be permitted in the field seating area or in the auditorium.**

LIFETOUCH PICTURES:

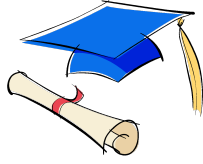
Each senior will be photographed as they are presented with their diploma. Students will receive a proof of the photograph, and if they wish, they may order enlargements. Students are under no obligation to purchase. Please see the flyer attached to this booklet.

PARKING:

Due to the size of the Class of 2023, limited parking for graduation will be available on the main school lot. Please refer to the attached map regarding parking availability.

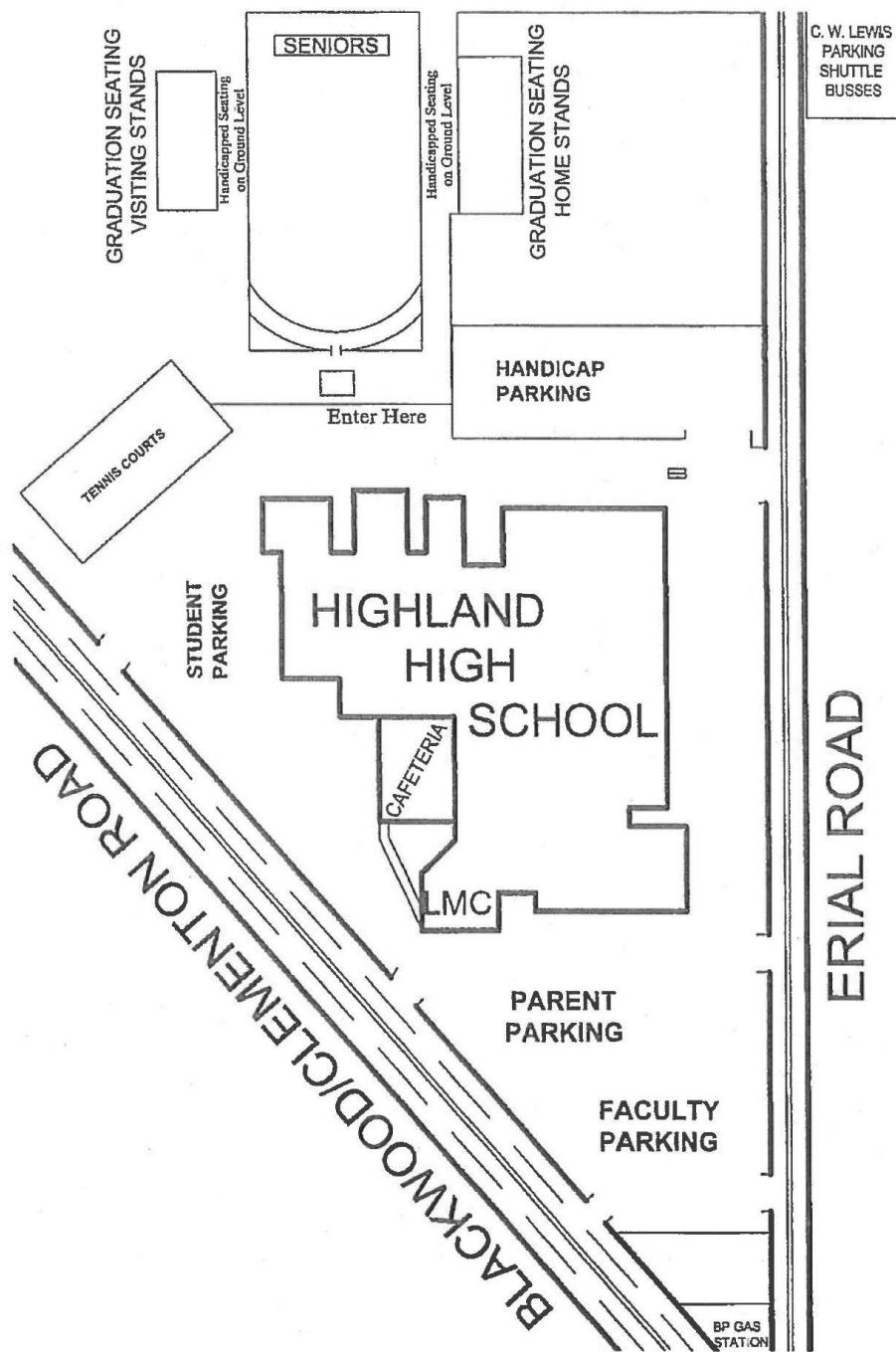
Parking will be available at Charles W. Lewis Middle School (on Erial Road). Shuttle buses will be provided one hour before and one hour past the ceremony.

Handicapped parking is available and must be reserved by June 1st. Reservations can be made through the graduation survey emailed to all senior students or on the website at www.bhprsd.org/highland under 2023 Graduation. If you have any questions, please contact Kim Simon at (856)227-4100 ext. 4014.



THANK YOU FOR YOUR COMPLETE COOPERATION
and
CONGRATULATIONS CLASS OF 2023!

GO TARTANS!!



Celebrate Your Achievement

Honor Your Graduation with Commencement Portraits



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- Everyone will be photographed
- Photos will be online at **events.lifetouch.com** ten days after the ceremony
- Complimentary proofs mailed to Graduates
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